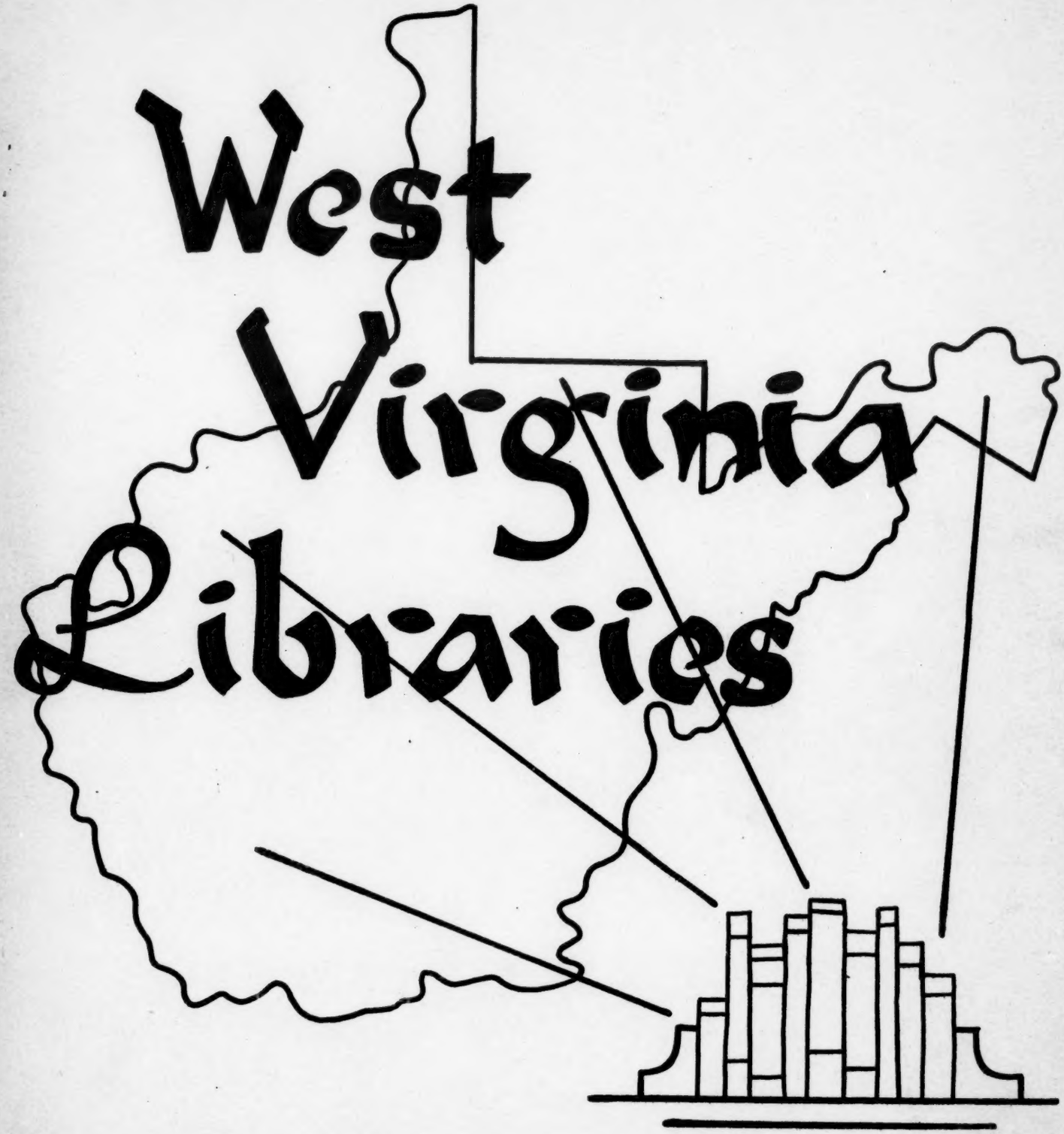
West Virginia Libraries



WEST VIRGINIA LIBRARIES

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WEST VIRGINIA LIBRARIES is the official organ of the West Virginia Library Association. It is published quarterly. Contributions and other Communications should be addressed to the Editor or to the appropriate Editorial Assistant. Subscription is included with the membership dues. Annual subscription is one dollar to non-members.

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WEST VIRGINIA LIBRARY ASSOCIATION

FORTY-SECOND ANNUAL CONFERENCE

CHARLESTON NOVEMBER 2-3

RUFFNER HOTEL

OUTSTANDING SPEAKERS:

Mr. John Anthony Caruso Author: Liberators of Mexico	Writer, Historian, Teacher
Mr. Robert Gay	Presbyterian Minister, Scoutmaster, Lecturer, Traveller
Mr. Arthur Hanson	Public Library Trustee, Bibliosophist, Industrialist
Miss Jean Lee Latham	1956 Newbery Award Winner, Dramatist, Native West Virginian, Editor, Author, Electronic Technician

Author: Carry on Mr. Bowditch

WARM FRIENDSHIPS:

MEET . . . . . The new librarians in our State.

GREET . . . . . Friends of long standing.

REMINISCE . . . O'er the dear departed.

BOOKS - EQUIPMENT - SUPPLIES - BINDING

Representatives from more publishers, from more book dealers, from more library supply houses, and from more binderies than ever before will be at the Ruffner throughout the Conference.

COME COME COME

SEE: The latest new books

The newest library supplies and equipment

The latest methods of rebinding

TAKE THIS OPPORTUNITY to get advice from the men who know answers to your library problems.

ASSOCIATION PERPETUITY

YOU WILL WANT: To participate in the business meetings

To elect the new officers

To suggest activities for the ensuing year

AGENDA: Thursday: Nov. 1 Pre-conference Social Hour 8 - 10 P.M.
For Exhibitors and early-arrivers.

Friday: Nov. 2 9 A.M. Registration and Visits to Exhibits

10:30 First Session Starts with a Bang
Speaker: Mr. Robert Gay

2:30 Speakers: Mr. John Anthony Caruso
Mr. Arthur Hanson

6:30 Banquet
Speaker: Miss Jean Lee Latham.

9:00 Fun and Frolic. Past-President Omar A. Bacon, joke-teller

Saturday: Nov. 3 9:30 Business Session

12:30 Sectional Luncheons and Meetings.

2:30 Installation of New Officers.

NOTE: Ruffner Hotel desires room reservations be made early. Support your Association; plan to be at the meeting; make your reservations now.

C O M E T O T H E C O N V E N T I O N

November 2 - 3

FROM THE PRESIDENT'S DESK

At the Annual Conference two matters of great importance to all members of the Association will be submitted for action. (1) The Constitution Committee will present for adoption a new constitution. (2) A motion will be made that the Association join with other State Associations in forming the Middle Atlantic Regional Library Association. Information on both these business items appear elsewhere in this issue. You are urged to study both documents. The proposed W.V.L.A. constitution is subject to change on any point. The "By-Laws" of the Middle Atlantic Regional Library Association must be accepted or rejected as they are written. Come prepared for discussion on these matters.

For accomplishing the difficult task of writing a new constitution we express our appreciation to Miss Virginia Ebeling, Mr. Omar Bacon, Miss Virginia Locke, Mr. Cecil Reid, and Mrs. Leaonead Bailey.

Through the current year the Executive Board has lost several good members. The vice-president, second vice-president, and the chairman of the Public Libraries Section took positions in other states. On the first of September the treasurer was the victim of an accident. We wish a speedy recovery to Miss Lawrence and express to her our appreciation for continuing to perform the duties of office to the extent of her ability. Miss Rachel Barlow, secretary of the Public Libraries Section, has succeeded to the chairmanship.

Annual Conference is set for November 2-3 at the Ruffner Hotel in Charleston. The hotel is furnishing accomodations almost identical to those enjoyed last year in Fairmont. The Conference Committee is well organized and will make your attendance at the meeting a pleasurable and inspiring experience. Without doubt you who attend will have the "best days of your life."

Members of the Conference Committee include: Chairmen: Mr. Cecil Reid and Mr. Mark Crum: Exhibits: Mr. Omar Bacon; Hospitality: Miss Dora Ruth Parks; Information: Mr. Frank Badger; Local Arrangements: Mr. Cecil Reid; Meals: Miss Frances Alderson; Publicity: Mr. Robert Simmons; Registration: Miss Jane Brugger; Emergencies: Mr. Harold Apel. An inquiry or a request for help to these people will bring a prompt response.

Come to the Conference, November 2-3!

Floyd W. Miller
President, W.V.L.A.

PROPOSED CONSTITUTION

The Constitution Committee respectfully submits to the membership this proposed revision of the Constitution and By-laws. The Committee started its work with the able draft developed by last years Constitution and By-laws Committee under the chairmanship of Virginia Ebeling. A new revision was made incorporating much of the previous draft, plus the basic framework of our present constitution, and the recommendations of the Executive Board. This revision was presented to the Executive Board which made many valuable suggestions in language and content. The draft presented to you for consideration at the annual meeting represents the thinking and participation of a great many Association members.

You will note a variety of changes in the proposed constitution and by-laws. For example, there is the increase in dues which the Executive Board proposed. There is also a distinction in the types of membership to keep the Association more positively a professional body. The Committee felt deeply that the problem of closing the old year and opening the new needed special consideration. You will note that the proposed solution installs the new officers one month after the annual meeting, thus giving the old officers time to close out smoothly the old year's business.

It is the hope of the Committee that the proposed constitution and by-laws be studied carefully and, after any modification by the membership, be accepted. The Committee feels that the West Virginia Library Association can in the framework of the proposed constitution be an effective organization to serve the needs of the library profession and to promote library extension and use of books in West Virginia.

WEST VIRGINIA LIBRARY ASSOCIATION

PROPOSED REVISION OF THE CONSTITUTION

Article I Name

The name of the organization shall be the West Virginia Library Association.

Article II Purpose

Section 1. The purpose of the West Virginia Library Association shall be to promote:

A. Library service in West Virginia

B. Librarianship in West Virginia

Article III Membership

Section 1. Active members shall include any person in West Virginia engaged in library work or in any activity involving library work such as trustees and advisory committee members.

Section 2. Associate members shall include all other persons interested in the promotion of library service.

Section 3. Institutional members shall include any library, club, or other organization interested in furthering the purpose of the West Virginia Library Association.

Section 4. Honorary members shall include any person who has rendered outstanding services to the Library interests in the state, but who is not at the time actively engaged in library work within the state, and who, on nomination by the executive board, is elected by unanimous vote at any annual meeting of the Association.

Section 5. Sustaining membership shall be accorded any individual upon payment of the sustaining fee as provided in the by-laws.

Section 6. All types of membership except honorary are contingent upon the payment of the annual dues as provided in the by-laws.

Article IV Governing Body

Section 1. The officers of the association, the immediate past president, the editor of the West Virginia Libraries, the executive secretary of the West Virginia Library Commission, the ALA chapter councilor, and the chairmen of the sections provided for in the by-laws, Article VI, Section 1, shall constitute the executive board, of which the president of the association shall be chairman.

Article V Officers

Section 1. The officers of this association shall be as follows:

A. President

B. President-elect, who shall serve as first vice-president.

C. Second vice-president

D. Secretary

E. Treasurer

Section 2. The president-elect, the second vice-president, the secretary, and the treasurer shall be elected at each annual meeting of the association.

Section 3. These officers shall perform such duties as are prescribed in the by-laws.

Article VI Meetings

Section 1. The association shall hold an annual meeting at such time and place as the executive board shall decide.

Section 2. The executive board may call special meetings of the association should the occasion demand it.

Section 3. Meetings of the executive board shall be held upon call of the president or upon request of a minimum of four members of the executive board.

Section 4. In case of an emergency which causes an annual meeting to be inadvisable, the executive board may decide not to have it.

Section 5. Committee meetings shall be called and conducted by their respective chairmen.

Article VII Quorum

Section 1. One fifth of the active members shall constitute a quorum for the transaction of business of any regular or called meeting of the association.

Section 2. Four members shall constitute a quorum of the executive board.

Article VIII ALA Chapter

Section 1. This association shall be a chapter of the American Library Association and representatives shall be elected in accordance with the ALA constitution and by-laws.

Article IX Amendments

Section 1. This constitution may be amended at any meeting of the association by a two thirds vote of the active members present, provided that written or printed notice of the proposed amendment be sent to the members at least two weeks in advance of the meeting.

THE BY-LAWS

Article I Dues

Section 1. Annual dues for active members shall be $3 except school librarians, who shall pay $1.50.

Section 2. Annual dues for associate members shall be $2.

Section 3. Annual dues for institutional members shall be $5.

Section 4. Honorary members shall pay no dues.

Section 5. Sustaining members shall pay $5 annually and may be either active or associate members.

Section 6. The fiscal year of the association shall begin 30 days following the annual meeting. If there is no meeting, the fiscal year shall begin November first.

Section 7. The annual dues shall be due on the date of the annual meeting.

Section 8. Members who have not paid their dues within one month after the new fiscal year will be billed by the membership chairman.

Section 9. No member whose dues are unpaid shall be entitled to vote and members in arrears for more than one year will be dropped from the membership roll.

Article II Executive Board

Section 1. The duties of the executive board shall be as follows:

A. To transact all business for the association in the interval between meetings.

B. To fill vacancies except the positions of president, president-elect, and second vice-president, which may occur between the regular meetings of the association.

Section 2. Mileage allowance to attend the executive board meetings shall be 3 cents per mile for board members. The president will be allowed 5 cents per mile when traveling within the state on association business other than board meetings.

Article III Duties of Officers

Section 1. President. The duties of the president shall be as follows:

A. To plan, with the help of the Executive Board, a program for the Association and supervise its progress.

B. To be responsible for the program for the annual meeting.

C. To present a budget of anticipated revenue and expenditures to the executive board.

D. To preside at all meetings of the association and of the executive board and perform the other duties of the office of president.

E. To approve all orders drawn on the association and any contracts authorized by either the executive board or the Association.

F. To appoint, with the approval of the Executive Board, such committees as prescribed in the By-Laws, and any special committees as required to carry on the work of the Association. He may define the duties of the special committees.

Section 2. President-elect. The duties of the president-elect shall be as follows:

A. To perform the duties and exercise the authority of the president in his absence and also in the event of the president's becoming incapacitated or vacating the office.

B. To serve as chairman of the membership committee.

Section 3. Second Vice-president. The duties of the second vice-president shall be as follows:

A. To assume the duties of first vice-president in case of his leaving the office.

B. To assume the duties of the president in case the president and president-elect have vacated the office of president.

C. To be the historian for the association.

Section 4. Secretary. The duties of the secretary shall be as follows:

A. To prepare a report of the annual meeting and any special meetings of the association and send one copy to the Library Journal and one copy to the Bulletin of the American Library Association, one copy to the president, and keep one

copy in the secretary's file.

B. To take minutes of the executive board meeting and of the annual association meeting for use of these bodies.

C. To summarize the minutes of the executive board meetings and the annual Association meeting and submit to the editor of West Virginia Libraries for publication.

D. To open for inspection all records and papers in the custody of the secretary upon request of any active member of the association.

E. To aid the president in official correspondence and in other ways as requested.

Section 5. Treasurer. The duties of the treasurer shall be as follows:

A. To be present or have a representative present at the annual meeting to receive or supervise the receipt of dues and other monies.

B. To have custody of all funds and securities of the association, and to deposit same in a bank approved by the executive board.

C. To pay by check bills against the association when signed by the president.

D. To make an itemized written report of the year's work to the auditing committee before the last day of the month following the annual meeting.

E. To report to the membership chairman the names of all members who have not paid their dues.

F. To present in person or by a proxy a financial statement to date at each executive board meeting and the annual meeting.

Article IV ALA Councilor

Section 1. The American Library Association Chapter councilor shall represent the chapter at the ALA mid-winter and annual meetings and report back to the executive board and the membership.

Article V Committees

Section 1. The standing committees shall be the following: auditing, constitution and by-laws, legislation, membership, nominating, finance, resolution, and West Virginia indexing and publications.

Section 2. The Chairman of each committee shall present a report whenever requested by the president and shall present a yearly report at the annual meeting of the association.

Section 3. Special committees may be created by the president with the consent of the executive board to carry out a definite assignment. Membership should include those who are especially interested in the project, or with training that fits them to deal with it.

Section 4. Duties of standing committees shall be as follows:

A. Auditing. To check the treasurer's books at the close of the fiscal year and report the findings to the executive board and to the annual meeting.

B. Constitution and By-laws. To study needed and proposed changes in the constitution and by-laws and make recommendations to the executive board and to the annual meeting.

C. Legislation.

a. To study the need for federal and state library legislation and make reports and recommendations to the executive board and the membership.

b. To actively promote the legislative programs of the association and its sections.

c. To provide information to the membership on current legislation.

D. Membership. To promote membership, to keep proper membership records, and to report to the president, executive board and the association as requested.

E. Nomination.

a. To present at the annual meeting a slate of two or more nominees for each of the following offices; President-elect, second vice-president, secretary and treasurer, and to present one or more nominess for the office of ALA councilor every fourth year or as often as required by the ALA Constitution and By-laws.

b. It shall be the duty of the chairman of the nominating committee to contact each nominee, outline the duties and responsibilities of the office, and to secure consent of the nominee to have his name appear on the slate.

F. Finance.

a. The membership shall consist of the president of the association as chairman and the president-elect and the treasurer.

b. Duties

1. To prepare a budget for the new year including anticipated revenue and expenditures and present the budget to the Executive Board at its first meeting of the year.

G. Resolutions Committee.

a. Membership shall consist of the secretary as chairman, and vice-president, and the editor of West Virginia

Libraries.

b. Duties

1. To draw up resolutions in the name of the Association as requested by the Board of Directors or the annual meeting.

H. W. Va. Indexing and Publication

a. To promote the indexing of West Virginia periodicals and the publication of these indexes.

b. To promote local, regional, and state wide union catalogs.

c. To make and to promote the making and publication of state bibliographies and other needed bibliographic aids.

Article VI Elections

Section 1. At the annual meeting, after the nominating committee has presented its slate, nominations may be received from the floor for each office in turn.

Section 2. The president shall appoint three (3) tellers, members whose names do not appear on the ballot. Additional tellers may be elected from the floor.

Section 3. Each active and honorary member, and each sustaining member who qualifies as an active member, shall be eligible to cast one vote for each office. Members must be present to vote.

Section 4. The tenure of office shall be one year for all offices, section chairmen, and committee members or until their successors are elected and qualified in case there is no regular annual meeting. The ALA Chapter councilor shall serve a four year term.

Section 5. Officers shall assume their duties one month following the annual meeting.

Article VII Sections

Section 1. Sectional groups may be formed within the association after written petition to and approval of the executive board, with final approval of the association.

Section 2. The officers of the sectional groups shall be a chairman, who shall be elected at the annual meeting of the section, and who shall become a member of the executive board; and a secretary who shall be elected at the same meeting.

Section 3. Sectional constitutions and by-laws shall be approved by the Association.

Article VIII Parliamentarian

Section 1. The president shall appoint a parliamentarian, who upon assuming office, does not sacrifice any of the privileges of membership, and retains the right to vote.

Section 2. Robert's Rules of Order shall be accepted as the authority in conducting the meetings of the Association where it does not conflict with the constitution or by-laws.

Article IX Amendments

Section 1. These by-laws may be amended by a majority vote of the active members present at any regular or called meeting of the association.

Constitution and By-laws Committee

Virginia Ebeling
Virginia Locke
Cecil Reid
Leaonead Bailey
Omar A. Bacon, Chairman

MIDDLE ATLANTIC REGIONAL LIBRARY ASSOCIATION

Following the Middle Atlantic Regional Conference in October 1953, it was suggested the States of the Region form an Association. Acting on the suggestion, "By-Laws" for such an Association were drawn up. The West Virginia Library Association as a participant in the 1953 Conference is asked to take action on the "By-Laws". Action at this time is necessary, for plans have been initiated for a regional conference at Atlantic City in 1958. At our annual meeting in November W.V.L.A. members will be requested to accept or reject W.V.L.A. membership in the Middle Atlantic Regional Library Association. This information and the "By-Laws", which follow are submitted for thoughtful consideration.

BY-LAWS

Art. I. Name: Middle Atlantic Regional Library Association.

Art. II. Purpose: To arrange for regional conferences preferably when the American Library Association meets in the Far West, but not to meet more frequently than each third year.

Art. III. Officers: President, Secretary, Treasurer and all State Presidents as Directors.

Art. IV. Duties of Officers: To select a conference site, set the conference dates, appoint a conference chairman who will appoint his or her own committees, act in advisory capacity for conferences.

Art. V. Elections: State presidents will select the president, secretary and treasurer at each conference to serve until the end of the next conference. State presidents will serve as directors of the Middle Atlantic Regional Library Association during their term as presidents of their respective state associations.

Art. VI. Finances: Until a treasury is built up to finance a conference, each participating association will pay a sponsoring membership of 10¢ per capita on its membership as of July 1st of each year. No further dues will be necessary unless a conference goes into the red.

Art. VII. Finances: Conference profits will be distributed to the participating states on an attendence basis. However, a treasury balance will be maintained to underwrite the planning of the next conference. The amount of the balance to be determined by vote of the executive committee.

BY-LAWS (Continued)

Art. VIII. New Sponsors: Any state organization joining after the first year will pay back dues on the same basis as stated in paragraph 6 beginning with the year these By-Laws are adopted and covering the same number of years dues as charter members have already paid.

Art. IX. Withdrawal: Any one organization may withdraw at any time without refund of sponsoring membership.

Art. X. Disbanding: In case the entire organization wishes to disband each state will receive its share of the financial balance in proportion to the last membership on which it paid dues.

Art. XI. Amendments: By-Laws may be amended by majority vote of each participating organization.

Art. XII. Roberts Rules of Order shall be standard operating procedure except as specified in the By-Laws above.